

SPECIAL COUNCIL MEETING  
JUNE 25, 2018 4:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Zajkowski, Ard, Kittel, Jackson, and Volkert

Members Absent: Alderman Montello

The Pledge of Allegiance was recited.

Alderman Jackson moved to adopt the agenda as presented, seconded by Alderman Ard and carried.

**Recycling Shed Disposal Fees**

Stephens Sanitation has a contract for collecting recycling at the shed on the north side of the City. They now have to pay to get rid of the recycling at a cost of \$125 per pull. The new proposal would be to pay the annual recycling contract fee of \$6,240 annually plus the annual pull fee of \$6,000 for a total of 12,240. Discussion followed. Alderman Zajkowski moved to approve the contract amendment starting May 1, 2018, seconded by Alderman Kittel and carried. Staff will draft the amendment to the agreement.

**Freedom Park/VFW**

Alderman Ard moved to table this item until the July 9, 2018 meeting, seconded by Alderman Jackson and carried.

**Fundraising Policy**

Mike Darrow explained that he would like to have a formal fundraising policy adopted to get input from the council and City staff and keep the finance department informed. A draft proposal will be on the agenda for the July 9, 2018 meeting.

**Ordinance Chapter Six**

Noah Wiedenfeld and Tanya Batchelor explained the proposed changes for Chapter six. Discussion followed. This was the first reading of the ordinance.

**Assessor Services Contract**

Rae Ann Ailts explained the current contract for assessor services is with Owen Assessing LLC and expires December 31, 2018. In the past, the practice has been to bid out these services every three years. The last revaluation was conducted in 2009 and the City will likely need to do another revaluation no later than 2020 to be compliant with State Statute. Alderman Kittel moved to proceed with a draft RFP for assessor services to be reviewed at the regular July meeting, seconded by Alderman Zajkowski and carried.

**Capital Improvement Plan 2018-2022**

Rae Ann Ailts discussed the very important projects identified for 2019 through 2020. These include items that are in need of replacement or repair soon, but not immediately. Items included in this category include modern software for HR, payroll, accounting, reporting, data analysis, training and budgeting functions. It could also allow the City to integrate permitting, billing, GIS and other functions. The proposed cost for this is \$400,000 in 2020. Other items included are snow removal and mowing equipment, street and utility improvement projects, replacement of City vehicle and Building Inspector

vehicle, civic center reconfiguration, parking lot repaving, brush truck replacement, rebuild E3271 pumper truck, Police and Impound building security, Police parking lot repaving, removal of Emerald Ash Borer Trees, East First Street trail connection, Whispering Prairie Park addition, Fox Run Park addition, West Eighth Street trail, replace zero-turn mower, replace street sweeper, alley reconstruction, replace Pierson Avenue from Fourth Street to Third Street, Replace Jefferson/Marshall Road, Replace Willow/Parkview, and Replace Bilmar from Parkview to Paperjack. Discussion followed regarding the projects listed. Staff will bring back a financial plan for the very important and critical projects.

### **Budget 2019**

Rae Ann Ailts gave an update on the 2018 budget community engagement process. There was discussion regarding a biannual budget. This issue will be discussed again in August.

### **Communications & Miscellaneous**

Jeremiah Wendt explained the 125<sup>th</sup> Street Project is scheduled for early August. Updates will be given to residents and the work must be completed by October 15, 2018.

### **Closed Session**

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e) – Sale of City-Owned Property, seconded by Alderman Jackson and carried.

### **Open Session**

No Action was taken.

Alderman Kittel moved to adjourn the meeting, seconded by Alderman Ard and carried.

Meeting Adjourned at 5:41 p.m.

Tanya Batchelor  
City Clerk